

**VIRGINIA REAL ESTATE BOARD
EDUCATION COMMITTEE MEETING REPORT**

March 22, 2006

The Real Estate Board Education Committee met on Wednesday, March 22, 2006 at the Department of Professional and Occupational Regulation, Richmond, Virginia.

Committee Members present: Sharon Parker Johnson
R. Schaefer Oglesby
Judith Childress

Staff Members present: Tammie Hall, Education Administrator

The meeting was called to order at 1:15 p.m.

Motion was made and seconded to approve the agenda.

The following actions were taken:

A. 4 new proprietary school applications were approved.

1. The Real Estate School, Salem, Virginia
Contact Person: Janie F. Whitlow
2. The Chuck & Buddy Group, LTD., Alexandria, Virginia
Contact Person: Charles (Chuck) Boles
3. Institute of Finance & Real Estate, Annandale, VA
Contact Person: Heecheol Kang
4. The CE Shop, Inc., Fargo, North Dakota
Contact Person: Michael McAllister

B. 81 original continuing education course applications were approved, of these courses:

12 previously approved courses offered by approved schools were approved.

1. 52543 Congratulations, You Got the Listing, MBH Settlement Group
2. 54955 Other Real Estate Related (How to Keep Yourself and Your Broker Out of Court), 1 hour Residential Real Estate, Elective Topics, Alpha College of Real Estate (review of instructors)

3. 54956 How to Keep Yourself and Your Broker Out of Court, 1 hour real estate related, Alpha College of Real Estate (review of instructors)
4. 54959 Preparing Your Listing for the Buyer's Home Inspection, 1 hour real estate related, Alpha College of Real Estate (review of instructors)
5. 54960 Other Real Estate Related (Preparing Your Listing for the Buyer's Home Inspection), 1 hour Residential Real Estate, Elective Topics, Alpha College of Real Estate (review of instructors)
6. 54961 Other Real Estate Related (Environmental Issues), 1 hour Residential Real Estate, Elective Topics, Alpha College of Real Estate (review of instructors)
7. 54962 Environmental Issues, 1 hour real estate related, Alpha College of Real Estate (review of instructors)
8. 54963 Home Construction, 2 hours real estate related, Alpha College of Real Estate (review of instructors)
9. 54964 Other Real Estate Related (Home Construction), 2 hours Residential Real Estate Elective Topics, Alpha College of Real Estate (review of instructors)
10. 54845 Professional Realtor Ethics, 2 hours ethics, Dulles Area Real Estate School (change of category)
11. 53993 Offer to Purchase (Real Estate Contracts) (CRP), 3 hours Residential Real Estate Mandatory Topics, Moseley Flint (change of category)
12. 53867 Offer to Purchase (Handling Multiple Offers in a Tight Market), 3 hours Residential Real Estate Mandatory Topics, VAR (change of category)

61 original applications for courses offered by approved schools were approved.

1. 54894 Fundamentals of Commercial Investment Real Estate, 3 hours Real Estate Related, Long & Foster Institute of Real Estate
2. 54896 Assisting Relocating Homeseller Re-Certification, 3 hours Real Estate Related, Long & Foster Institute of Real Estate
3. 54897 Destination Services Re-Certification, 2 hours Real Estate Related, Long & Foster Institute of Real Estate
4. 54899 Real Estate Contracts, 3 hours Real Estate Contracts, Long & Foster Institute of Real Estate
5. 54901 Eminent Domain, 7 hours Real Estate Related, Lorman Business Center, Inc.
6. 54902 Law of Easements: Legal Issues and Practical Considerations, 7 hours Real Estate Related, Lorman Business Center, Inc.
7. 54903 Real Estate Investment Analysis and 1031 Exchanges, 8 hours Real Estate Related, Lorman Business Center, Inc.
8. 54904 What To Do When Construction Projects Go Bad, 7 hours Real Estate Related, Lorman Business Center, Inc.
9. 54907 Human Land Use (CRP), 4 hours Real Estate Related, Americas Best

10. 54908 Water Resources (CRP), 3 hours Real Estate Related, Americas Best
11. 54909 Energy Resources (CRP), 3 hours Real Estate Related, Americas Best
12. 54910 Community Ethics (CRP), 3 hours Real Estate Related, Americas Best
13. 54911 Tax Strategies for the Independent Contractor (CRP), 6 hours Real Estate Related, Americas Best
14. 54917 Like Kind Real Estate Exchanges, 8 hours Real Estate Related, Lorman Business Center, Inc.
15. 54918 Like Kind Real Estate Exchanges, 8 hours Real Estate Related, Lorman Business Center, Inc.
16. 54933 Conservation Planning for Rural Land, 4 hours Real Estate Related, Central VA School of Real Estate
17. 54936 Conservation Real Estate, 4 hours Real Estate Related, Central VA School of Real Estate
18. 54940 The Price is Right, 2 hours Real Estate Related, Piedmont School of Real Estate
19. 54942 Profiting in any Economy, 2 hours real estate related, NVAR
20. 54943 Powering Up: Lifting Your Agents to New Levels of Success, 3 hours real estate related, NVAR
21. 54944 Peacefully Coexisting with Top Producers, 3 hours real estate related, NVAR
22. 54945 CRS 201: Listing Strategies for the Residential Specialists, 8 hours real estate related, NVAR
23. 54946 The Facts on Residential Oil Underground Storage Tanks, 1 hour real estate related, Richmond Association of Realtors (RAR)
24. 54948 Top Producer 7I, 8 hours real estate related, RAR
25. 54951 Elements of Architecture, 4 hours real estate related, RAR
26. 54954 NARPM Marketing PPM Course, 6 hours real estate related, Alpha College of Real Estate
27. 54956 How to Keep Yourself and Your Broker Out of Court, 1 hour Real Estate Related, Alpha College of Real Estate
28. 54957 NARPM Technology RMP, 7 hours real estate related, Alpha College of Real Estate
29. 54959 Preparing Your Listing for the Buyers Home Inspection, 1 Real Estate Related, Alpha College of Real Estate
30. 54962 Environmental Issues, 1 hour Real Estate Related, Alpha College of Real Estate
31. 54963 Home Construction, 2 hours Real Estate Related, Alpha College of Real Estate
32. 54966 Effective Negotiating for Real Estate Professional, 6 hours Real Estate Related, Alpha College of Real Estate
33. 54968 Home Protection Programs, 2 hours real estate related, Alpha College of Real Estate
34. 54971 CRS 201: Listing Strategies for the Residential Specialist, 8 hours real estate related, Alpha College of Real Estate
35. 54973 Introduction to Relocation, 3 hours real estate related, Worldwide ERC Training Institute

36. 54976 Radon Testing Basics for Real Estate Agents, 1 hour Real Estate Related, The Real Estate School, Inc.
37. 54978 Accredited Buyers Representative Core Course, 2 hours Ethics and Standards of Conduct, 1 hour Legal Updates, 4 hours Real Estate Agency, 1 hour Real Estate Contracts, 3 hours Real Estate Related, Long & Foster Institute of Real Estate
38. 54983 Termites - Where are They?, 1 hour Real Estate Related, MRCPA Corporation
39. 54985 Real Estate Agency, 3 hours Real Estate Agency, Provident School of Real Estate
40. 54987 IRS Code 1031 Tax Deferred Exchanges, 1 hour Real Estate Related, Provident School of Real Estate
41. 54989 The Settlement Process: What's Next?, 2 hours Real Estate Related, Provident School of Real Estate
42. 54991 Negotiation Tactics in Real Estate, 4 hours Real Estate Related, NVAR
43. 54993 Winning Combinations, 2 hours Real Estate Related, Prince William Association of Realtors
44. 54994 Diggin Around Underground: Underground Storage Tanks, 3 hours Real Estate Related, Prince William Association of Realtors
45. 54996 Think You Want To Do Commercial Real Estate, 1 hour Legal Updates, 1 hour Real Estate Contracts, 1 hour Real Estate Related, Prince William Association of Realtors
46. 54999 Harnessing The Power of Skills-Based Performance Management, 6 hours Real Estate Related, NVAR
47. 55000 Accredited Seller Representative, 8 hours Real Estate Related, 3 hours Real Estate Agency, 1 hour Real Estate Contracts, Moseley Flint Schools of Real Estate
48. 55015 2006 Ethics Seminar, 1 hour ethics, Virginia Association of Realtors (VAR)
49. 55017 2006 Ethics Seminar, 2 hour ethics, Virginia Association of Realtors (VAR)
50. 55019 Buyer, You're Mine, 4 hours real estate related, VAR
51. 55021 Fair Housing: Residential Landlord and Tenant, 2 hours fair housing, 2 hours real estate related, VAR
52. 55024 Fair Housing: Understanding the Law, 2 hours fair housing, VAR
53. 55026 Fair Housing: Understanding the Law, 3 hours fair housing, VAR
54. 55028 Generation X - The Emerging Buyer of Today, 2 hours real estate related, VAR
55. 55030 Harnessing the Power of the E-Buyer, 4 hours real estate related, VAR
56. 55032 Here Comes the Judge . . . There Goes Your Commission, 2 hours real estate related, VAR
57. 55034 Personal Skills for Professional Excellence: Business Protocol for Realtors, 3 hours ethics, 3 hours real estate related, VAR
58. 55037 Property Management: Top 5 Things Not to Do, 2 hours real estate related, VAR
59. 55039 Property Management Mock IFF Hearing, 2 hours legal updates, VAR
60. 55041 RS 206: Technologies to Advance Your Business, 8 hours real estate related, VAR

61. 55044 Unraveling the Identity Theft Crisis, 2 hours real estate related, VAR
62. 55046 Writing Lease Addenda, 3 hours real estate related, VAR

8 original applications were approved for schools with pending applications.

1. 54919 5 Secrets of Financially Secure Realtors - Part I, 3 hours Real Estate Related, The Chuck & Buddy Group, LTD.
2. 54921 5 Secrets of Financially Secure Realtors - Part II, 3 hours Real Estate Related, The Chuck & Buddy Group, LTD.
3. 54923 A Look at RVAR's Exclusive Right to Represent Seller Agreement, 2 hours Real Estate Related, The Real Estate School, Inc.
4. 54925 Home Inspectors - Who They Are and What They Do, 3 hours contracts, The Real Estate School, Inc.
5. 54927 Expand Your Time, 8 hours Real Estate Related, The Real Estate School, Inc.
6. 54929 The Real Estate Group Educ. Series - Buyer Systems, 4 hours Real Estate Related, The Real Estate School, Inc.
7. 54931 The Real Estate Group Educ. Series - Seller Systems, 4 hours Real Estate Related, The Real Estate School, Inc.
8. 54974 Spotting Property Concerns Before Writing that Contract, 3 hours real estate related, The Real Estate School, Inc.

C. 2 original applications for courses offered by approved schools were not approved due to insufficient content.

1. 54939 Buyer's Agency, 4 hours real estate related, McKissock
2. 54941 Generational Relationships, 3 hours real estate related, Northern Virginia Association of Realtors (NVAR)

D. 75 original applications for Post License Education courses were approved, of these courses:

66 original applications for courses offered by approved schools were approved.

1. 54895 Other Real Estate Related (Fundamental of Commercial Investment Real Estate), 3 hours Real Estate Commercial Elective Topics, Long & Foster Institute of Real Estate
2. 54900 Offer To Purchase (Real Estate Contracts), 3 hours Residential Real Estate Mandatory Topics, Long & Foster Institute of Real Estate
3. 54905 Finance (Financing Essentials & Qualifying The Buyer), 3 hours Residential Real Estate Elective Topics, Avery Hess Academy of Real Estate

4. 54906 Selling Process (Working With A Buyer - The Home Selling Process), 3 hours Residential Real Estate Elective Topics, Avery Hess Academy of Real Estate
5. 54934 Land Use Issues (Conservation Planning for Rural Land), 2 hours Real Estate Related, Central VA School of Real Estate
6. 54935 Other Real Estate Related (Conservation Planning for Rural Land), 2 hours Residential Real Estate Elective Topics, Central VA School of Real Estate
7. 54937 Land Use Issues (Conservation Real Estate), 2 hours Residential Real Estate Elective Topics, Central VA School of Real Estate
8. 54938 Other Real Estate Related (Conservation Real Estate), 2 hours Residential Real Estate Elective Topics, Central VA School of Real Estate
9. 54947 Other Real Estate Related (The Facts on Residential Oil Underground Storage Tanks), 1 hour Residential Real Estate Elective Topics, RAR
10. 54949 Technology (Top Producer 7I), 4 hours Residential Real Estate Elective Topics, RAR
11. 54950 Business Planning (Top Producer 7I), 4 hours Residential Real Estate Elective Topics, RAR
12. 54952 Property Valuation/Listing Process (Elements of Architecture), 4 hours Residential Real Estate Elective Topics, RAR
13. 54953 Rental Marketing (NARPM Marketing PPM Course), 4 hours Property Management Elective Topics, Alpha College of Real Estate
14. 54955 Other Real Estate Related (How to Keep Yourself and Your Broker Out of Court), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate
15. 54958 Other Real Estate Related (NARPM Technology RMP), 4 hours Property Management Elective Topics, Alpha College of Real Estate
16. 54960 Other Real Estate Related (Preparing Your Listing for the Buyers home Inspection), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate
17. 54961 Other Real Estate Related (1 Hour Environmental Issues), 1 hour Residential Real Estate Elective Topics, Alpha College of Real Estate
18. 54964 Other Real Estate Related (Home Construction), 2 hours Residential Real Estate Elective Topics, Alpha College of Real Estate
19. 54965 Ethics and Standards of Conduct/Current Industry Issues and Trends (CRP), 3 hours Residential Real Estate, Mandatory Topics, Alpha College of Real Estate
20. 54967 Other Real Estate Related (Effective Negotiating for Real Estate Professionals), 4 hours Residential Real Estate, Elective Topics, Alpha College of Real Estate
21. 54969 Other Real Estate Related (Home Protection Program), 2 hours Residential Real Estate, Elective Topics, Alpha College of Real Estate
22. 54970 Other Real Estate Related (How to Stop the Home Inspection from Killing the Deal, 2 hours Residential Real Estate, Alpha College of Real Estate

23. 54972 Property Valuation/Listing Process (CRS 201: Listing Strategies for the Residential Specialist) 4 hours Residential Real Estate, Elective Topics, Alpha College of Real Estate
24. 54979 Agency Law (Accredited Buyers Representative Core Course), 3 hours Residential Real Estate Mandatory Topics, Long & Foster Institute of Real Estate
25. 54980 Real Estate Law (Accredited Buyers Representative Core Course), 3 hours Residential Real Estate Mandatory Topics, Long & Foster Institute of Real Estate
26. 54981 Business Planning (Accredited Buyers Representative Core Course), 2 hours Residential Real Estate Elective Topics, Long & Foster Institute of Real Estate
27. 54982 Other Real Estate Related (Accredited Buyers Representative Core Course), 1 hour Residential Real Estate Elective Topics, Long & Foster Institute of Real Estate
28. 54984 Other Real Estate Related (Termites - Where are They?), 1 hour Residential Real Estate Elective Topics, MRCPA Corporation
29. 54986 Agency Law (Real Estate Agency), 3 hours Residential Real Estate Mandatory Topics, Provident School of Real Estate
30. 54988 Finance (IRS Code 1031 Tax Deferred Exchanges), 1 hour Residential Real Estate Elective Topics, Provident School of Real Estate
31. 54990 Other Real Estate Related (The Settlement Process: What's Next), 2 hours Residential Real Estate, Provident School of Real Estate
32. 54992 Other Real Estate Related (Negotiation Tactics in Real Estate), 4 hours Residential Real Estate Elective Topics, NVAR
33. 54995 Other Real Estate Related (Diggin Around Underground: Underground Storage Tanks), 3 hours Residential Real Estate Elective Topics, Prince William Association of Realtors
34. 54997 Leasing (Think You Want To Do Commercial Real Estate), 1 hour Commercial Real Estate Elective Topics, Prince William Association of Realtors
35. 54998 Development (Think You Want To Do Commercial Real Estate), 1 hour Commercial Real Estate Elective Topics, Prince William Association of Realtors
36. 55001 Selling Process (Accredited Seller Representative), 4 hours Residential Real Estate Elective Topics, Moseley Flint Schools of Real Estate
37. 55002 Property Valuation/Listing Process (Accredited Seller Representative), 4 hours Residential Real Estate Elective Topics, Moseley Flint Schools of Real Estate Inc.
38. 55003 Business Planning (Accredited Seller Representative), 4 hours Residential Real Estate Elective Topics, Moseley Flint Schools of Real Estate
39. 55004 Other Real Estate Related (Accredited Seller Representative), 3 hours Residential Real Estate Elective Topics, Moseley Flint Schools of Real Estate

40. 55005 Listing Property/Leasing Property/Current Industry Issues (Listing & Leasing Property in Virginia (CRP), 3 hours Commercial Real Estate Mandatory Topics, Moseley Institute
41. 55006 Contract Writing/Handling Customer Deposits/Agency (CRP), 3 hours Commercial Real Estate Mandatory Topics, Moseley Institute
42. 55007 Franchising (Franchising for Buyers and Sellers (CRP), 3 hours Commercial Real Estate Elective Topics, Moseley Institute
43. 55008 Development (Redeveloping Brownfield Property (CRP), 3 hours Commercial Real Estate Elective Topics, Moseley Institute
44. 55009 Other Real Estate Related (Broker Competition - Emerging Trends (CRP), 3 hours Commercial Real Estate Elective Topics, Moseley Institute
45. 55010 Development (Developing Smarter Communities (CRP), 3 hours Commercial Real Estate Elective Topics, Moseley Institute
46. 55012 Property Owners' & Condo Assoc law/Landlord Tenant Law (Commercial Real Estate Law (CRP), 3 hours Commercial Real Estate Mandatory Topics, Moseley Institute
47. 55013 Other Real Estate Related (Tax Aspects of Commercial Real Estate Transfers (CRP), 3 hours Commercial Real Estate Elective Topics, Moseley Institute
48. 55014 Other Real Estate Related (Appraisal Reform - Emerging Trends (CRP), 3 hours Commercial Real Estate Elective Topics, Moseley Institute
49. 55016 Other Real Estate Related (2006 Ethics Seminar), 1 hour Residential Real Estate Elective Topics, VAR
50. 55018 Other Real Estate Related (2006 Ethics Seminar), 2 hours Residential Real Estate Elective Topics, VAR
51. 55020 Other Real Estate Related (Buyer, You're Mine), 4 hours Residential Real Estate Elective Topics, VAR
52. 55022 Tenant/Landlord Relationships (Fair Housing: Residential Landlord and Tenant), 2 hours Property Management Elective Topics, VAR
53. 55023 Other Real Estate Related (Fair Housing: Residential Landlord and Tenant), 2 hours Property Management Elective Topics, VAR
54. 55025 Other Real Estate Related (Fair Housing: Understanding the Law), 2 hours Residential Real Estate Elective Topics, VAR
55. 55027 Fair Housing (Fair Housing: Understanding the Law), 3 hours Residential Real Estate Mandatory Topics, VAR
56. 55029 Other Real Estate Related (Generation X - The Emerging Buyer of Today), 2 hours Residential Real Estate Elective Topics, VAR
57. 55031 Technology (Harnessing the Power of the E-Buyer), 4 hours Residential Real Estate Elective Topics, VAR
58. 55033 Other Real Estate Related (Here Comes the Judge . . . There Goes Your Commission), 2 hours Residential Real Estate Elective Topics, VAR
59. 55035 Ethics and Standards of Conduct/Current Industry Issues and Trends (Personal Skills for Professional

- Excellence: Business Protocol for Realtors) 3 hours
Residential Real Estate Mandatory Topics, VAR
60. 55036 Other Real Estate Related (Personal Skills for Professional Excellence: Business Protocol for Realtors) 3 hours Residential Real Estate Elective Topics, VAR
 61. 55038 Current Industry Issues & Trends (Property Management: Top 5 Things Not to Do), 2 hours Property Management Elective Topics, VAR
 62. 55040 Current Industry Issues & Trends (Property Management Mock IFF Hearing), 2 hours Property Management Elective Topics, VAR
 63. 55042 Technology (RS 206: Technologies to Advance Your Business), 4 hours Residential Real Estate Elective Topics, VAR
 64. 55043 Other Real Estate Related (RS 206: Technologies to Advance Your Business), 4 hours Residential Real Estate Elective Topics, VAR
 65. 55045 Other Real Estate Related (Unraveling the Identity Theft Crisis), 2 hours Residential Real Estate Elective Topics, VAR
 66. 55047 Other Real Estate Related (Writing Lease Addenda), 3 hours Property Management Elective Topics, VAR

9 original applications were approved for schools with pending applications.

1. 54920 Other Real Estate Related (5 Secrets of Financially Secure Realtors - Part 1, 3 hours Residential Real Estate Elective Topics, The Chuck & Buddy Group, LTD
2. 54922 Other Real Estate Related (5 Secrets of Financially Secure Realtors - Part II, 3 hours Residential Real Estate Elective Topics, The Chuck & Buddy Group, LTD
3. 54924 Property Valuation/Listing Process (A Look at RVAR's Exclusive Right to Represent Seller Agreement), 2 hours Residential Real Estate Elective Topics, The Real Estate School, Inc.
4. 54926 Selling Process (Home Inspectors - Who They Are and What They Do), 3 hours Residential Real Estate Elective Topics, The Real Estate School, Inc.
5. 54928 Business Planning (Expand Your Time), 4 hours Residential Real Estate Elective Topics, The Real Estate School, Inc.
6. 54930 Selling Process (The Real Estate Group Educ. Series - Buyer Systems), 4 hours Residential Real Estate Elective Topics, The Real Estate School, Inc.
7. 54932 Property Valuation/Listing Process (The Real Estate Group Educ. Series - Seller Systems), 4 hours Residential Real Estate Elective Topics, The Real Estate School, Inc.
8. 54975 Other Real Estate Related (Spotting Property Concerns Before Writing that Contract), 3 hours Residential Real Estate Elective Topics, The Real Estate School, Inc.

9. 54977 Other Real Estate Related (Radon Testing Basics for Real Estate Agents), 1 hour Residential Real Estate Elective Topics, The Real Estate School, Inc.

E. 1 original application for a course offered by an approved school for Post License Education was not approved because the content did not sufficiently relate to real estate.

1. 55011 Other Real Estate Related (Understanding The US Economy (CRP), 3 hours Commercial Real Estate Elective Topics, Moseley Institute

F. 8 pre-licensing instructor applications were approved.

1. Suzanne L. Bothamley
2. Robert Michael Vandeweghe, Sr.
3. Kathy Vaughan
4. Betty S. Walls
5. Patricia Lavin Sury
6. Joanna Gallasch Bradley
7. Jennifer Sue Bennett
8. Timothy Murray Vohar

4 pre-licensing instructor applications were not approved.

1. Sang Moon Noh
2. Hae Yong Lee
3. Ricky Licardo
4. Kenneth J. Horner Jr.

G. 27 continuing education/post license education instructors were approved for a previously approved course.

1. **Diane Moreland** - 52317/52308-Agency, 52446/52701-Business Planning, 52315/52309-Computer Marketing, 53571/53572-Contract to Settlement, 52316/52312-Creating CMAs in Realty Toolkit, 53361/53365-Fair Housing 54013/54014-Financing, 53573/53574-Finance In Detail, 53569/53570-Home Protection & Risk Management, 52313-Selling Process, 52706-Property Valuation/Listing Process 52705-Listing Presentation, 52703 - Writing an Effective Contract, 52320/52310-Real Estate and the Internet. **Long & Foster Institute of Real Estate**
2. **Amy Trumbull** - 52317/52308-Agency, 52446/52701-Business Planning, 52315/52309-Computer Marketing, 53571/53572-Contract to Settlement, 52316/52312-Creating CMAs in Realty Toolkit, 53361/53365-Fair Housing, 54013/54014-Financing, 53573/53574-Finance In Detail, 53569/53570-Home Protection & Risk Management, 52313-Selling Process, 52703-Property Valuation/Listing Process, 52705-Listing Presentation, 52703-Writing an Effective Contract, 52320/52310-Real Estate and the Internet. **Long & Foster Institute of Real Estate**
3. **JoAnn Kokindo** - 52317/52308-Agency, 52446/52701-Business Planning, 52315/52309-Computer Marketing, 53571/53572-Contract

- to Settlement, 52316/52312-Creating CMAs in Realty Toolkit, 53361/53365-Fair Housing, 54013/54014-Financing, 53573/53574-Finance In Detail, 53569/53570-Home Protection & Risk Management, 52313-Selling Process 52703-Property Valuation/Listing Process, 52705-Listing Presentation, 52703-Writing an Effective Contract, 52320/52310-Real Estate and the Internet. **Long & Foster Institute of Real Estate**
4. **Melanie L. Brosig** - 52320/52310-Real Estate and the Internet, 52315/52309-Computer marketing, 52316/52312- Creating CMAs in Realty Toolkit, 52445-Email Marketing Course, 52834-Servicing Clients Using Technology. **Long & Foster Institute of Real Estate**
 5. **Steve Hoover** - 52316/52312-Creating CMAs in Realty Toolkit, 52320/52310-Real Estate and the Internet, 52315/52309 Computer Marketing, 52445-Email Marketing. **Long & Foster Institute of Real Estate**
 6. **Jill Vandergrift** - 52316/52312-Creating CMAs in Realty Toolkit, 52320/52310-Real Estate and the Internet, 52315/52309-Computer Marketing, 52445-Email Marketing. **Long & Foster Institute of Real Estate**
 7. **Lynnda Harley** - 52316/52312-Creating CMAs in Realty Toolkit, 52320/52310-Real Estate and the Internet, 52315/52309-Computer Marketing, 52445-Email Marketing. **Long & Foster Institute of Real Estate**
 8. **David B. Jackson** - 53060/52311-Offer to Purchase. **Long & Foster Institute of Real Estate**
 9. **Teresa M. Schudel** - 53060/52311-Offer to Purchase. **Long & Foster Institute of Real Estate**
 10. **Laurel A. Beer** - 53060/52311-Offer to Purchase. **Long & Foster Institute of Real Estate**
 11. **Grace M. Lee** - 53060/52311-Offer to Purchase. **Long & Foster Institute of Real Estate**
 12. **Michael Aaron Lacey** - 53060/52311-Offer to Purchase. **Long & Foster Institute of Real Estate**
 13. **Lynne T. Porfiri** - 53060/52311-Offer To Purchase. **Long & Foster Institute of Real Estate**
 14. **James L. Johnson** - 53060/52311-Offer To Purchase. **Long & Foster Institute of Real Estate**
 15. **Daryl S. Taylor** - 53060/52311-Offer to Purchase. **Long & Foster Institute of Real Estate**
 16. **Kellye Clarke** - 53060/52311-Offer to Purchase. **Long & Foster Institute of Real Estate**
 17. **Rick Shreves** - 53060/52311-Offer to Purchase. **Long & Foster Institute of Real Estate**
 18. **Gina J. Parello** - 53060/52311-Offer to Purchase. **Long & Foster Institute of Real Estate**
 19. **Lynne Porfiri** - 54011/54012-Offer to Purchase. **Long & Foster Institute of Real Estate**
 20. **Dexter Godfrey** - 52317/52308-Agency, 52446/52701-Business Planning, 53571/53572-Contract to Selling, 53361/53365-Fair Housing, 54013/54014-Financing, 53573/53574-Finance in Detail, 53569/53570-Home Protection & Risk Management, 52313-Selling Process, 52107-Keeping the Contract Together to Settlement, 53059-Finer Points of the Regional Sales Contract, 52703-Writing an Effective Contract, 52703-Property Valuation/Listing Process, 53060-Offer to Purchase (Regional Sales Contract), 52705-Listing Presentation, 52320/52310-Real

Estate and the Internet, 52315/52309-Computer Marketing, 52316/52312-Creating CMAs in Realty Toolkit, 52445-Email Marketing Course, 52834-Servicing Client Using Technology.
Long & Foster Institute of Real Estate


21. **Lee J. Benson** - 54717 - Borrow Smart
22. **Grace Lee** - 52541 - Navigating the Regional Sales Contract- A Primer, 52544 - Unconventional Transaction - A Primer, 52542 - IRC 1031 Tax Deferred Exchanges, 52543 - Congratulations - You Got the Listing!, 52281 - Navigating the 1999 Regional Sales Contract and Addendums, 52282 - Unconventional Transactions, 52283 - Contracts with Escalators, 52284 - Home Inspection in Northern Virginia, 53290 - Navigating the 1999 Regional Sales Contract and Addendums, 53289 - Unconventional Transactions. **MBH Settlement Group, L.C.**
23. **David Robertson** - 52541 - Navigating the Regional Sales Contract - A Primer, 52544 - Unconventional Transactions - A Primer, 52542 - IRC 1031 Tax Deferred Exchanges, 52543 - Congratulations - You Got the Listing!, 52281 - Navigating the 1999 Regional Sales Contract and Addendums, 52282 - Unconventional Transactions, 52283 - Contracts with Escalators, 52284 - Home Inspections in Northern Virginia, 53290 - Navigating the 1999 Regional Sales Contract and Addendums, 53289 - Unconventional Transactions. **MBH Settlement Group, L.C.**
24. **Alana Yates** - 54857/54858 - 2006 Ethics Seminar, **VAR**
25. **Susan Figuierras** - 54857/54858 - 2006 Ethics Seminar, **VAR**
26. **Mary Ann White** - 54857/54858 - 2006 Ethics Seminar, **VAR**
27. **Julie O. Hinson** - 53361/3365 - Fair Housing, **Long & Foster Institute of Real Estate**

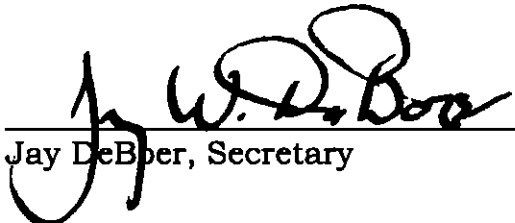
H. Other Business

Real Estate Career Academy - CSP: Certified New Home Sales Professional; Advanced CSP: House Construction as a Selling Tool

The DPOR website has been changed. Effective March 22, 2006, licensees required to complete post license education can view their courses completed by accessing the License Lookup feature. The screen includes the school, topic, class date, whether mandatory or elective, number of class credits and total number of credits.

There being no further business nor public comment, the meeting adjourned at 2:30 p.m.


Schaefer Oglesby, Chairman


Jay DeBoer, Secretary